

**RECREATION & PARKS COMMISSION**

**City of Rialto**

**214 North Palm Avenue, Room 204**

**Rialto, CA 92376**

**TUESDAY, SEPTEMBER 21, 2010 – 6:30 PM**

**A G E N D A**

**I. ROLL CALL**

**II. INTRODUCTIONS**

**III. APPROVAL OF MINUTES**

**A. Recreation & Parks Commission Meeting Minutes –  
August 17, 2010**

**IV. DISCUSSION ITEMS FROM THE PUBLIC  
(Limit 3 Minutes per person)**

**V. INFORMATION/STATUS REPORTS**

**A. Rick Buysse, Public Works Supervisor**

**B. Park Master Plan Presentation**

**C. Program Updates**

**D. Project Updates**

**1. Margaret Todd Park**

**2. Fergusson Park**

**3. Racquet & Fitness Center**

**4. First Christian Church of Rialto**

**5. Rialto Park Little League Snack bar**

**6. Senior Center Floor**

**VI. ACTION ITEMS**

**VII. COMMISSIONERS' REPORTS**

**VIII. ADJOURNMENT**

**IX. NEXT MEETING – October 19, 2010**

In accordance with the Americans with Disability Act, if you need special assistance to participate in this meeting, please contact the Public Works Director, (909) 820-2608. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 3.5102-35.104 ADA Title II]



Rialto Recreation

# Monthly Focus: Senior Center & Classes

Recreation & Community Services Department

July 2010



Wood Carving Club

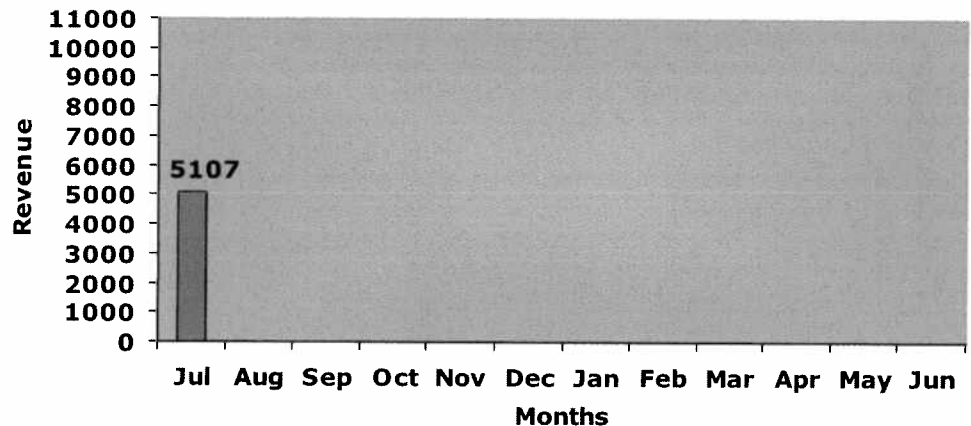
## Rialto Senior Center Rental Statistics

Complimentary Rentals	Number of Rentals	Hours of Use by Renter
Rialto Community Players	2	6
Rialto Police Department	4	12
<b>Total</b>	<b>8</b>	<b>18</b>

### Special points of interest:

- HICAP has returned to the Senior Center and will provide free individual counseling on Medicare and other health care issues.
- The Center has a new card club, "Rummy Q." The club meets Tuesdays from 12:30-3:30pm.
- The Live Scan Screening was booked solid! Participants took advantage of the free screening and health counseling.

### Rental Revenue Summary



The Senior Center had started 2010-2011 with a strong rental program.

## Senior Center Update

The floor project at the Senior Center is getting underway. Staff has been meeting with the floor vendors to arrange a production schedule and will make every effort to minimize any inconvenience to our participants.

The Old-timers Foundation had a five day food shortage of the scheduled menu items on the calendar. Staff worked with the Foundation's staff to discuss suggestions in order to avoid any food shortages in the future. Old-timers' staff responded quickly and have made the food distribution a high priority to the Rialto Senior Center. Participants were pleased with the adjustment.

The Senior Center has experienced numerous equipment maintenance repairs, including the kitchen refrigerator, kitchen cold table, ice machine, dish washer and fountain repairs. The Public Works Department has been working hard to get all equipment running and operational.



Sit & Be Fit Class

## Contract Class Statistics

Contract Class	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Statistics												
Number of Classes	32											
Participant Total	83											
Attendance Total	332											
Average Number	2.5											
Number of Cancelled Classes	7											
Cancellation Rate	21%											
Gross Revenue	\$2905											

The Contract Class program is experiencing a slow start. The summer class session has consistently been a smaller session.

## Contract Class Update

The Fall Brochure is advertised on-line at [RialtoRec.com](http://RialtoRec.com) and the Department will have 1000 copies printed and will be distributed to each of the centers.

July Cancelled Classes:	Class	Cancelled Reason
	Jazz Level 2	Low enrollment
	Tumbling	Low enrollment
	Camp Millionaire	Low enrollment
	Ready Set Grow	Cancelled
	Kung Fu Advanced	Low enrollment
	Young Bowlers	Low enrollment
	Snack & Bowl	Low enrollment



Chinese Kung Fu San Soo

As a result of increased marketing efforts, the Guitar class had a 33% increase in participant registrations.

Our long-time dance instructor, Jennifer Long, ended her contract with the City in July. Ms. Long and her family have relocated. The Department appreciates all of her dedication to the program and wishes her the best in all her future endeavors.

**Rialto Senior Center**  
**Monthly Attendance/Revenue Summary Report**  
**2010 - 2011**

<b>Social Services</b>		<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Total</b>
Hair Salon	Program Days	14												14
	Attendance	104												104
HICAP Counseling	Program Days	2												2
	Attendance	4												4
Information & Assistance	Program Days	1												1
	Attendance	10												10
Legal Support	Program Days	1												1
	Attendance	3												3
Lunch Program	Program Days	26												26
	Attendance	2252												2252
Social/Emotional Support	Program Days	1												1
	Attendance	10												10
Volunteer Program	Program Days	26												26
	Attendance	555												555
<b>Total Summary</b>	<b>Program Days</b>	<b>69</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>69</b>
	<b>Attendance</b>	<b>2934</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2934</b>

<b>Events</b>		<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Total</b>
Specials Events	Attendance	0												0
	Revenue	\$ -												\$ -
Dances	Attendance	0												0
	Revenue	\$ -												\$ -
<b>Total Summary</b>	<b>Attendance</b>	<b>0</b>												<b>0</b>
	<b>Revenue</b>													<b>\$ -</b>

<b>Rentals</b>		<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Total</b>
Paid Rentals		30												30
Paid Rental Hours Used		547												547
Complimentary Rentals		8												8
Complimentary Rental Hours Used		18												18
<b>Total Rentals</b>		<b>29</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>29</b>
<b>Total Hours Used</b>		<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101</b>
Rental Revenue		\$5,107												\$ 5,107
Senior Center Donations/Sponsorship		\$ -												\$ -
<b>Grand Total Summary</b>		<b>\$5,107</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,107</b>

**Rialto Senior Center**  
**Monthly Attendance/Revenue Summary Report**  
**2010 - 2011**

Classes & Education Sessions														
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Classes	Program Days	21												21
	Attendance	100												100
Education Sessions	Program Days	1												1
	Attendance	50												50
Total Summary	Program Days	22	0	0	0	0	0	0	0	0	0	0	0	22
	Attendance	150	0	0	0	0	0	0	0	0	0	0	0	150
Clubs & Activities														
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Billiards	Program Days	26												26
	Attendance	125												125
Bingo	Program Days	4												4
	Attendance	464												464
Bunco	Program Days	2												2
	Attendance	30												30
Crochet	Program Days	3												3
	Attendance	60												60
Dominos	Program Days	2												2
	Attendance	28												28
Movies	Program Days	4												4
	Attendance	87												87
Nostalgia Singers	Program Days	0												0
	Attendance	0												0
Pinochle	Program Days	4												4
	Attendance	65												65
Poker	Program Days	5												5
	Attendance	35												35
Ukulele	Program Days	0												0
	Attendance	0												0
Total Summary	Program Days	45	0	0	0	0	0	0	0	0	0	0	0	45
	Attendance	859	0	0	0	0	0	0	0	0	0	0	0	859

# Kidstuff Corner

July, 2010



Kidstuff Kids

Written by Joyce Green, exclusively for the Kidstuff program

## Kidstuff Song

City of Rialto Kidstuff is the place to go. Where there's lots of fun & creativity,

Kidstuff is the place to be. We have fun, play outside, summertime we slip n slide. So just come on down & take a look around, Kidstuff's the hottest place in town. Tell your Mom to get your Dad. See where fun times can be had. It's so neat our prices can't be beat. Kidstuff is the place for me!



Kidstuff Kids

## Kidstuffs' New Hires

On Thursday, July 1, 2010, the Child Development Division conducted interviews for the Instructor Aide position. This is the first time that the division has hired staff in the last three (3) years. Currently, the division is in need of substitutes to fill in when regular staff is out. Approximately fifteen applicants were interviewed and four were selected for hire. One of the applicants stood out from all of the others. She seemed to be somewhat familiar with the program and the daily activities. Kiara Brown said that the Child Development Supervisor, Shirley Northcutt-Thomas and Site Supervisor, Diane Trujillo, Felicia Martin, and to Kiara RoShaun Torrence Brown, a huge welcome back! The new hires will commence employment upon receipt of all of their required paper work. Kiara is just one example. The Kidstuff program welcomes: Keiana Daniel, Diane Trujillo, Felicia Martin, and to Kiara RoShaun Torrence Brown, a huge welcome back! The new hires will commence employment upon receipt of all of their required paper work.

## Kidstuffs' New Hours of Operation

As a result of the Rialto Unified School District commencing most of its elementary schools earlier this school year, the Kidstuff program has altered its hours of operation to accommodate the children of working parents who need a safe environment during the early morning hours. Beginning August 4, the Trapp and Highbanks sites will provide morning child care. The new hours of operation will be: Highbanks 6:30 am—7:30 am & 11:00 am—6:30 pm. Trapp 6:30 am—8:30 am & 11:00—6:30 pm.



RRFC #8345 & Tom Sawyer Pool #8344  
Recreation and Community Services Department



Monthly Report as of JULY 31ST, 2010

*Deborah Forthun Kitchen, Supervisor, Reporting*

## **Overview**

As the economy continues to struggle, the fitness center and pool staffs are working twice as hard to keep the same amount of revenue. Success is measured on how we perform from the month before as well as stats from 1 year ago. The statistics show a consistent pattern from June to July 2010. The statistics also show consistent with pool revenue showing increases. The increased category was swim lessons. One area that has decreased significantly from July 2009 to present is recreational swim. Recreational swim has lost its momentum of last year and has reduced by 58% all summer. Fitness has repeated itself for months now. Expected downward trend starts in August for pool (to almost none) and fitness (slightly) as both historically move into their slower months. The staff has been challenged to remain consistent which in itself is a great feat for the last 4 months of the year!

## **Fitness Center/Operations and Pro-shop**

Jessica Perez has completed her first 4 weeks as the Recreation Programmer for the Simonson Center. She has done a great job of learning a multitude of new tasks: computer programs, money management, and employee supervising in a short amount of time. Christina Holguin has been instrumental in making this a pleasant transition for Jessica and all staff. Revenue remains consistent.

## **Membership Sales/Cancellations Analyzes**

New member revenue, dues, statements, city account and collections reached \$42,000. Sold were 73 new memberships with 20 being dues based memberships, 53 short (less than 90 days) memberships and no annual memberships.

### Cancellations of 17 dues memberships and no annuals

We had 16 cancellations due to costs, no job, no money as well as 1 cancellation of not using the facility.

## **Group Exercise, Weight Watchers, Personal Training, Specialty Classes**

Group exercise has had a rough year trying to keep up new participants. Every specialty has some participation yet never full participation. We have people in private training, PR, So You Want to Get Fit, and Tennis but we always have spots open. The classes that stay low will have a review to see if something else would get higher participation. The good part is we have two staff people as opposed to last year we had 3 people working in this division.

## **Marketing Used / Marketing Plans**

PA program assists potential members in choosing a program that fits their goals. We will establish this program again by utilizing the supervisory team in place of the PA's. The position was eliminated from the budget for the New Year but we have found that without them the participation in the 'extra' paid activities slow down. This position was instrumental in presenting all we have to offer not just how to join the gym. This position truly works hand in hand with marketing. The supervisors felt it was in the best interest of the facility to maintain the position a few hours a day Monday – Friday. We will be watching sales closely.

### **New ads:**

Corner Marquee is used daily and staff is currently prepping for image improvements in appearance and value for the money spent. A photographer is capturing all the fantastic improvements for visuals to promote how nice the facility has become in the last 5 years.

### **Events:**

Community Barbeque and Information Event  
Prepped to participate in National Night Out

## **Personnel**

### **Hiring:**

Fitness Trainer I – interviewing in August

### **Exiting:**

n/a

### **Transfer/Return:**

Jeff Ramsdell – has returned to the front desk part time.

## **Facility Maintenance**

**Improvements:** Fitness is looking good with a big thank you given to Maria Llamas and her team as well as Public Works. Supervisory team says, 'Great Job and kudos to all of you!'

### **Future Improvements:**

Front lobby expansion for easier access as well as a ramp for chairs & walkers will begin later this year or beginning of 2011.

City is completing a bus stop that ties up the front entrance but it is close to being complete. Contractors estimated mid August.



# **Tom Sawyer Pool Activity**

JULY 2010

## **Marketing Used / Marketing Plans**

### **Adverts:**

Corner signs, American Red Cross, flyers, coupons, internet brochure.  
Spending in marketing for the pool is now minimal until spring 2011.

### **Events:**

PIRATE PARTY!!! Turned out fun and event was enjoyed by all.

## **Personnel**

### **Hiring:**

Senior Guards (2) interviewing August  
WSI/ Lifeguard (2) continuous recruitment in summer

### **Hired:**

Delays due to management changes in July

### **Transferred:**

Cynthia from pool is also working Fitness, front desk for extra hours.

### **Exiting:**

We have a small group of seasonal college students that will exit the end of next month

## **Facility Maintenance**

### **Improvements:**

Reupholstered chairs for events. The job was a success and it was \$12 per chair instead of \$40 plus shipping to get new ones. Great way to save money maintenance team!

### **Future Improvement:**

Floor in woman's locker room is stained and the staining makes it appear unclean. We have scrubbed so much the sealer is scrubbed off. We are still searching for a solution but the floor may need complete resurfacing.

Deck needs attention but we are not showing funds to work on it. PW and staff are trying to keep the needed repairs to a minimum

## **Pool Operations**

It has been fantastic watching Christina 'take the bull by the horns' in organizing the pool under her supervision. Even though recreational swim revenue is quite low for this pool, the swim lesson revenue has exceeded expectations. Revenue has been consistent for summer 2010. Then when looking at 2009 season to the 2010 season, Rec Swim has a 33% loss and swim lessons a 12% gain. It appears this may be one area affected by the economy. Swim Lessons are a necessity in many parents' eyes so this area grew. Recreational swim is just for fun so this area was reduced.



# July 2010 Monthly Report

City of Rialto

## Recreation & Community Services Department

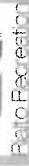


Divisions: 8345 Rialto Racquet & Fitness Center and 8344 Tom Sawyer Pool

Submitted By: Christina Holguin/Jessica Perez

Supervisor: Deborah Forthun Kitchen

Activity	Fee	# of Patrons	Gross Revenue	#Sessions	# of Visits
Daily Walk-Ins Adult	\$8.00	229	\$1,832.00	1	229
Daily Walk-Ins Youth/Seniors	\$4.00	163	\$652.00	1	163
Pool Daily Use Paid at Front			\$37.00		
2 Week Trial	\$24.00	33	\$792.00	10	330
5 Week	\$49.00	17	\$833.00	25	425
10 Week	\$99.00	2	\$198.00	50	100
Member Specials		1	\$50.00	10	10
New Memberships		44	\$3,270.50		0
City emp/inc explorers, volunteers		469	\$4,459.00	6	2,814
Silver Sneakers		439	\$1,317.00	439	439
Weight Watchers			\$450.00		
Young Champions			\$275.00	4	0
S.U.W.G.F.		6	\$125.00	8	50
Prime Results -P.R.		4	\$70.00	8	28
Tennis (includes tennis camp)		115	\$802.00	1	115
Personal Training		2	\$178.00	10	20
Auto Dues			\$24,956.00		0
Monthly Statements			\$5,999.64		0
Snack Bar (gross)			\$1,603.66		0
Pro Shop (gross)			\$213.43		
Locker/Equip. Rentals			\$8.25		
Amount from collections**			\$331.65		
Collections fees paid to agency			\$49.75		
<b>NSF (Auto Dues)</b>			\$122.00		
<b>Est Premium to Pool</b>			\$1,959.39		
Actual Member Visits		6,305		1	6,305
<b><u>Sports Center Revenue #8345</u></b>			<b><u>\$46,321.99</u></b>		<b>11,028</b>
Credited Swim Lessons (For holiday)	\$38.50	27	\$1,039.50	7	189
Swim Lessons	\$44.00	165	\$7,260.00	8	1,320
Weekend Minnow/Jellyfish	\$33.00	11	\$363.00	4	484
Credited Swim Lessons					
Recreation Swim-Youth	\$2.00	1228	\$2,456.00	1	1,228
Recreation Swim-Adult	\$3.00	680	\$2,040.00	1	680
Lap Swim-Adult	\$8.00	33	\$264.00	1	33
Lap Swim-Youth/Senior	\$4.00	72	\$288.00	1	72
10 week lap swim pass	\$79.00	1	\$79.00	50	100
Private Lessons	\$90.00	5	\$450.00	6	30
Family Fun Event			\$601.50		
Facility Rental (Locker Rentals)			\$33.75		
Snack Bar/ Pro shop (gross)			\$106.24		
<b>Est Premium from Fitness</b>			\$1,959.39	1	0
<b><u>Pool Revenue #8344</u></b>			<b><u>\$16,940.38</u></b>		
<b>TOTAL REVENUE</b>			<b><u>\$63,262.37</u></b>		<b>4,136</b>
<b>**Current Collection Program in place for past due balances</b>					
<b>Fitness Monthly Usage</b>					<b>11,028</b>
<b><u>Pool Monthly Usage</u></b>					<b><u>3,793</u></b>
<b>TOTAL Monthly Usage</b>					<b>14,821</b>



## City of Rialto Recreation &amp; Community Services Department

Division: 8345 June 2010 Submitted by: Christina Holquin/Jessica Perez

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# THE SPORTS PAGE

Volume 5, Issue 13  
July 2010



## YOUTH BASKETBALL CHAMPIONSHIPS

The Youth Basketball League Summer Season came to a close with championship games for Divisions 1 through 4 on July 24. In Division 1, Fundamentals held off Blacktop after taking a 7 point lead to win 39–34. Game Time won the Division 2 championship with a 53–49 win over Main Event. Bad Boys scored an impressive 50–40 victory against the Lakers to win the Division 3 title, and in Division 4, the Nuggets edged out Blacktop in a defensive battle 17-16. There are no playoffs for Division 5. Over 230 athletes participated in the Summer League. Registration for the Fall League has begun and there are currently 60 participants registered. Skill assessments and team drafts will be held on Saturday, August 28 at the Carl Johnson Center.



Division 3 Champions Bad Boys

### GIRLS' VOLLEYBALL



The Girls' Volleyball League season is wrapping up and playoffs will begin August 3 at the Carl Johnson

Center. Beginning July 26, practices and games for the league were held at the Johnson Center due to yearly floor maintenance at the Rialto Middle School gym. Due to this change, the finals were rescheduled from August 7 to August 11.

### LITTLE TOTS SOCCER

The Little Tots Soccer program began on July 28. Held on Wednesdays and Saturdays the program is facilitated by staff



member Bobby Elias. A total of 13 participants registered for the program - 7 for Wednesday and 6 for Saturdays. Each participant receives training in the fundamentals of soccer for 6 weeks and, in the final two weeks of the program, they compete. Games between the Wednesday and Saturday participants will be held on September 18 and 25 at the Chavez/Huerta Center (formerly Rialto Middle School).